



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE KHORDHA.
(ST & SC DEVELOPMENT SECTION.) ☎:06755-221169**

Letter No 717 /SSD

Dt 25 / 03 / 2021

QUOTATION CALL NOTICE

Sealed Quotations are hereby invited from the Local Suppliers / Authorized Registered Dealers / Co-operative Stores /Utkalika etc for supply of different items as per Annexure-1 for SEBC Survey Work of Khordha Districts. The quotationer will be selected on the basis of quality of the material to be supplied at the competitive price.

Quotations shall be submitted by the eligible dealers / Local Suppliers / Co-operative stores/ Utkalika so as to reach the Office of DWO, Khordha, Old Collectorate building, Khordha-2 latest by 08.04.2021 by 5:00 P.M through Speed post/Regd.post only. The same will be opened on date 09.04.2021 at 11:30 A.M in the Collectorate Conference Hall ,Khordha in presence of the members of the Purchase Committee and quotationers / their authorized representatives.

Term & Conditions:-

1. The Bidders has to submit the following documents.
 - a. Copy of the self attested valid VAT/GST Registration.
 - b. Xerox copy of PAN card.
 - c. Copy of the Income Tax return for the last 3 years assessment.
 - d. Copy of the up to date Sales Tax/VAT/SGST & CGST clearance certificate and CST (Central Sales Tax) certificate
 - e. Xerox copy of Bank Pass Book (front page) with the name & A/C Number of Bidders.
2. Rs.1000/- (Rupees One Thousand) Only/- towards cost of tender paper will be submitted along with the quotation paper in shape of D.D drawn in favour of Collector, Khordha in any nationalized bank & payable at Khordha
3. EMD of Rs.10, 000/- (Rupees Ten Thousand) only will be submitted along with the quotation paper in shape of DD drawn in favour of Collector Khordha in any nationalized bank & payable at Khordha.
4. The Bidders / authorized representatives of the bidders will remain present at the time of opening of tender along with sample item to be supplied.

5. The Sealed quotations is to be addressed to the Collector, Khordha and top of the cover should be super scribed " Tender Paper for supply of materials to be used in Khordha District for SEBC survey work".
6. All the items should be supplied within short notice as per the requirement on placement of order. All the articles should be delivered in full & good conditions and in no case part supply will be accepted.
7. The Bidders are to produce sample of each item for which rate quoted at the time of opening of the Tender Paper i.e on 9.4.2021 at 11.30 AM per specification. If failed to produce sample items at the time of opening of Tender, the District Purchase Committee shall have right to cancel his Tender documents.
8. The successful Bidders should replace any damage materials or if arose any incorrect size/specification of the items should replace immediately to concerned Official.
9. The suppliers should submit necessary credit bill along with item to the Collector, Khordha for necessary payment.
10. During finalization of Tender by District Purchase Committee, it is not mandatory to place supply order to lowest price quoted unit, if quality of the material is found to be not satisfactory then the committee shall consider the next rate quoted unit with observing quality of the sample materials.
11. The authority reserves the right to reject any or all Tender without assigning any reasons therof.

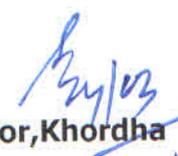
Memo No. 718 /SSD

Dt. 25 / 03 / 2021


Collector, Khordha

Copy to all the Sub-Collectors/ All Tahasildars/ All B.D.Os /All Eos of ULBs of this District/ Office Supdt., Khordha, Collectorate, Khordha for information. They are requested to display this notice in their notice board for wide publicity.

Copy to District Informatics Officer, NIC, Khordha for favour of information. He is requested to publish the same in the District website for wide publication.


Collector, Khordha

Annexure-1

TENDER PAPER FOR SUPPLY OF THE FOLLOWING SEBC SURVEY MATERIALS TO BE USED AT KHORDHA DISTRICT .

SI No.	Name of the items	Specification	Units	Maximum Price per Unit (in Rs.)	Rate quoted by the Quotationer including all Taxes (in Rs.)
1	Pen (Black Ball Point)	Any Brand	Per Piece	10	
2	Ink Pad	Small Size	Per Piece	20	
3	Packing Items(Wide Brown adhesive tape one inch)	Small Size	Per Piece	20	
4	Packing Items(Gum)	Small Size	Per Piece		
5	Note Book	A4 Long Size (70 pages)	Per Piece	25	
6	Scissor	Small Size	Per Piece	20	

Signature of Bidder with Seal